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History - Board of
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David H. Brickey, Vice-President
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Dr. Richard S. Johnson, Treasurer

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Dr. Keith Pohl
Charles Seeley
Tom Shawver
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Bill Wellman
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**Michigan Historical
Center Foundation -
Board of Directors**

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Michigan Historical Center

Patricia L. Clark
Development Director

Carol A. Payne
Development Administrator

**FRIENDS OF MICHIGAN HISTORY, INC
Meeting Minutes
Lansing, Michigan
November 13, 2006**

Call to Order:

President Bus Spaniola called the Board of Directors (Board) meeting of the Friends of Michigan History (Friends) to order at 10:10 AM.

Board Members Present: Keith Harrison, Keith Pohl, Charles Seeley, Bus Spaniola, Louise Stilwill, Paul Tarr, Bill Wellman, and Geneva Wiskemann.

Board Members Excused: Adriana Greci Green, David Brickey, Richard Johnson, Tom Shawver, and Tom Truscott.

Museum Staff Present: Phil Kwiatkowski and, later, Chris Dancisak.

Approval of Agenda

It was indicated that the Membership Committee Report should be added to the agenda.

It was moved and seconded to adopt the agenda with the addition of Membership Committee Report; motion passed.

Minutes from Previous Meetings

It was indicated that Bill Wellman should have been added to the membership committee.

It was moved and seconded to approve the October 9, 2006 minutes as transmitted with the addition of adding Bill Wellman to the Membership Committee; motion passed.

President's Report

President Spaniola indicated that his email (below) that he sent to the Board on October 24, 2003, best summarizes his President's report.

We continue to make progress! I believe we are finally on the right track. The Michigan Historical Center Foundation (Foundation) has accepted and appears to be abiding by our non-negotiable stipulations.

Thanks to a very frank presentation of our concerns by all Friends members in attendance, a verbal agreement was made to amend administrative and accounting procedures by the first of January. Our committee will continue working with Pat Clark, Executive Director of the Foundation, to fine tune and define our administrative and accounting requirements prior to the execution of a written agreement with the Foundation.

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We must review membership records from the inception of our verbal agreement with the Foundation to resolve financial questions. This procedure will be discussed in detail at our regular November meeting.

The absence of a financial report from the Foundation for at least two months was discussed. We were informed that the Foundation is two months behind which, we were told, prompted the recent hiring of an additional person to deal with accounting and administrative activities. As soon as pertinent financial information is provided questions posed by our Friends in Fayette will be addressed.

Friends' members in attendance included Dick Johnson, Keith Harrison, Paul Tarr, Bus Spaniola, Bill Wellman and Chuck Seeley. Sandra Clark, Pat Clark, Deb Muchmore and the Foundation auditor represented the Foundation.

Treasurer's Report

The handwritten treasurer's report was presented. The Treasurer's report indicated that there had been no activity for the month of October beyond what was reported last month. Consequently, the balance as of October 31, 2006 was still \$12,407.64. The report indicated that he had written two check in November in association with the Veteran's Program held on November 4, 2006: \$50.00 to for the Bag Pipes player and \$67.76 to Bill Wellman as reimbursement for the refreshments.

It was requested that in the future, if the Treasurer cannot be present at a meeting, that he provide the Board with a financial statement sent as either as a typed out email or typed out email attachment that can be printed out prior to the meeting.

It was moved and seconded to approve the Treasurer's Report as presented; motion passed.

Presentation of Bills

The reimbursement request of M.Q. Leiby for \$367.55 for costs associated with attendance at the AASLH Council Meeting was brought up for consideration.

It was moved and seconded to have the Treasurer prepare a check made payable to M.Q. Leiby for the requested amount and transmit the check to Chris Dancisak, who will ensure that the check gets to Ms. Leiby; motion passed. .

It also was moved and seconded that the Friends temporarily cease reimbursement for bills submitted by the Museum for expenses (staff reimbursements, exhibits, etc) that are suppose to be paid with funds emanating from donation boxes until the Friends obtains in writing from the Museum clarification if it is still to receive the funds from the donation boxes and how the funds are to be used; motion passed.

Pursuant to a request, Phil Kwiatkowski indicated that he would check on how the museum donation boxes are currently labeled. Paul Tarr indicated that he would draft a letter of

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understanding for consideration by the Friends and the Museum on the use of the funds received by the Friends from the museum donation boxes.

Museum Report

Phil Kwiatkowski indicated that things were going along fairly well for the Museum. It has recently obtained two grants (one for an exhibit in Tawas Point Lighthouse and one associated with Walker Tavern). He also indicated that the Museum has been able to keep daily staffing levels up at the various state museum locations and that it has been able to continue to utilize student interns from Alma College, Grand Valley, Michigan State, Western Michigan, and Central Michigan.

Pursuant to a request, Phil Kwiatkowski indicated that he will check on the status of the lighting on and availability of brochures located in the Friends' display area in the Museum.

President Spaniola indicated that the Friends had made a pledge in February 2006 to provide up to \$2,500 to the Museum to help support its role-playing interpreters at Ft. Wilkins during the summer of 2006. A bill (for more than \$2,500) was presented by Phil Kwiatkowski to the Board documenting that the activity took place last summer.

It was moved and seconded to have the Treasurer provide a check to the Museum for \$2,500 as promised in February 2006; motion passed.

Paul Tarr indicated that he wanted to recognize Dave Bridgen, from the Museum, who recently presented a program on Walker Tavern and also the excellent job that the Museum Docents were doing.

Committee Reports

A. *Map Presentation* - There was no activity to report.

B. *Veterans Day Program* - President Spaniola stated that the Veterans Day Program that took place on November 4, 2006 was excellent and acknowledged the Board committee that was responsible for putting it together. The speaker provided an excellent program on the United States' role in Kosovo. It was mentioned that the program, despite all the excellent pre-publicity and work on trying to increase the number of units participating, could still stand the presence of some additional color guards. It was indicated that possibly next year some more units might be secured through some additional contacts (and polite arm-twisting) with some of the local veterans groups and Michigan State University's Reserve Officer Training Reserve Officers' Training Corps (ROTC) that did not show up this year. The media coverage of the event was much better than it has been in years, which also should be useful tool to help recruit additional color guards for next year.

Keith Harrison suggested that Rosanne Baxter (517-335-1913), who is the University Secretary for the Department of Military Science, might be the better contact to schedule and help ensure Army ROTC appearance than by contacting the current Department Head and Commanding Officer at Michigan State University.

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It also was suggested that next year's program should have a World War II theme.

C. *Magazine/Military* – Paul Tarr indicated that possibly a holiday package might be able to be put together.

D. *Membership* - The Interim Membership Committee Report (attached) was presented. The Board considered possibly embracing items #1, #3, and #7 at this time. In terms of Item 1, President Spaniola mentioned that Michigan's Civil War reenactors have active participants and financial supporters of the Museum's Civil War programs and displays for years. It also was mentioned that Item 1 would entail active participation by Board Members. Item 3 would need to be agreed to by *Michigan History Magazine* (this may be considered a solicitation and they may not want to do this). It would depend on how the piece was written. Item 7 just requires the obtaining of the various address lists in question. It was suggested that in addition to the named professions used as examples in Item 7, lists for additional professions also could be obtained. Several Board members indicated that they might be able to obtain the needed lists. The only caveat mentioned to everyone was that the lists of names and addresses need to be provided in an electronic format – no one has the time to re-type these plus any retyping of a large list will just increase the chances of typographical errors creeping into them. The lists can be sent to Keith Harrison (pcinc@prodigy.net) as an email attachment.

In addition to the suggested ideas, it was mentioned that the Board should see if it could get access to the membership database for *Michigan History Magazine*. Bill Wellman indicated that he would broach the subject with Sandra Clark.

Somewhat related to Items #4 in the Interim Membership Committee Reports, it was indicated that the Board could see if it could arrange with the Museum store for a membership token or bonus to be provided with each new application as an incentive to join the Friends.

It also was mentioned that the State Archivist was in the process of putting together a teacher's program and possibly that could be used to help garner new members.

Finally, it was suggested that each Board member submit to Chris Dancisak (DancisakC@michigan.gov) 10 names and addresses of potential new Friends members and he will have membership invitation letters prepared by the next Board meeting for signature by the submitting Board member to be sent to the individuals identified.

New Business

President Spaniola appointed Keith Pohl as chair of a Board Nominating Committee and then requested that each Board member to provide the chair either before the next Board meeting via email (pohlkirj@cs.com) or bring to him at the next Board meeting the name and contact information of a potential candidate for the Board. The intent of this exercise is to increase the diversity in the Board's composition and to fill the remaining Board vacancies.

It was requested that the Board member's photographs and names be placed onto the website. Given this, Paul Tarr has volunteered to take pictures of all Board members in attendance at the December 11, 2006 Board meeting. The Board members who will not be able to be present will

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need to make alternative arrangements. Contact Paul Tarr (pmtarr@aol.com) if you have any additional questions.

Old Business

President Spaniola indicated, based on the discussion that took place at this meeting regarding the Museum donation boxes and the funds emanating from them, that it appears that there still may be confusion by some regarding what it is that the Friends are trying to resolved in terms of its financial arrangements with the Museum and the Foundation. He indicated that he is still hopeful though that progress can be made with the Museum based the proposed movement to resolve the donation box issue at this meeting (drafting of a Letter of Understanding) and the Foundation based on discussions that occurred at the October 23rd meeting. In terms of the Foundation, it was decided to see if a meeting could be set up with Pat Clark sometime after the end of the Museum' s Odyssey Program to see how matters are progressing regarding resolution of issues with the Foundation and to make certain that all parties are heading in the same direction. The draft Letter of Understanding also could be discussed at this meeting.

It was moved and seconded that the meeting be adjourned; motion passed.

The meeting was adjourned at 11:54 AM.

Respectively submitted,

Keith G. Harrison

Keith G. Harrison, Secretary
Board of Directors
Friends of Michigan History, Inc.

The next Regular Meeting of the Board will be December 11, 2006 in Lansing.

Attachment to November 11, 2006 Friends of Michigan History Meeting Minutes

Interim Report of the Friends' Membership Committee

Some Membership Generation Ideas **November 13, 2006**

1. Engage the Civil War Reenactment Community that attend the annual Jackson (Michigan) Civil War Muster (this is the largest such muster in the Midwest with over 2,000 plus reenactors) by providing them with something that would be of use to them (for instance, a meal, or the foodstuffs that could be used to prepare a meal). We are looking at spending about \$500 to \$1,000 - with Board approval of course). The reenactors also would be provided information about and an application to join the Friends. In addition, we would want to set up an information booth (with applications to join the Friends) during that weekend (This means that we would need to have volunteers staff that area). The Jackson Civil War Muster brings in 15,000 to 25,000 spectators on Saturday and 30,000 to 35,000 spectators on Sunday. The Jackson Civil War Muster occurs on the last full weekend in August each year. In 2007, the muster will be on August 24 – 25.
2. Engage other Michigan historical organizations either through the mail or directly at their events or conventions. We have numerous organizational, county, and several city historical groups that are an untapped resource.
 - A. In terms of the mailing, we need to be able to access, somehow, the various organizations' membership lists. Any ideas as to how to go about that?
 - B. In terms of engaging these organizations directly, we need to begin to identify some larger and active organizations and obtain access into their event to set up an information booth. We basically need exposure since most people do not know what we do and how we might be able to benefit or help them help foster their particular interest in Michigan's history. What we need is to be able to obtain a listing of the historical organization events that take place annually and then select which ones that we could possibly attend and possibly create some sort of special incentive for.
3. Place into *Michigan History Magazine* an article about the Friends, its purpose (i.e. what we do, etc), and contact information regarding how to join and/or donate to the organization. Should a similar type article be contemplated for the Foundation, the two articles should not appear in the same magazine.
4. Create membership packages that will appeal very specifically to different communities (e.g. reenactors, history teachers, veterans, etc). Possibly find one or two books that are of particular interest to the given group and then offer the book (at a heavily discounted price) and a membership into the Friends if they purchase the book. We would need to work out a deal with the publisher or a distributor to have this offer take place for a limited time.
5. Possibly do the same as suggestion 4, but with certain *Michigan History Magazine* runs that have featured an article of interest (or in the case of the Civil War groups, the entire magazine). We would need to be able to access back issues of the magazine.
6. Other ideas to attract members might include tickets to special events/museums across the state that special interest groups like to go to; a coupon with some particularly desirable

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vendor(s); a chance to win something; or all of the above. The more you provide in the package, making it a great deal, the more people will be likely to sign up.

7. Obtain a list of retired (high school, community college, and university) history teachers and encourage them to join the Friends through some sort of incentive(s). Any ideas as to how we could obtain such a list?

8. Obtain a list of individuals who have donated to the Friends of Michigan History and encourage them to help promote the organization by offering them some incentive(s) by their securing additional members. We also could do this with the entire membership but it is thought that those who have donated are already highly supportive of Michigan history and/or of the Friends and what it does, that they might be more likely to help further promote the organization.